

TruckRec

USER MANUAL

ATTENTION: THIS USER MANUAL MUST BE KEPT IN THE VEHICLE AT ALL TIMES AS PER FMCSA'S
REQUIREMENT

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Getting Started

(1) Download TruckRec App

TruckRec App has iOS and Android versions. Search TruckRec from your preferred App Store and download TruckRec App. Please contact your company's Administrator or contact us at TruckRec@cesiumai.com if you have problem.



(2) Install TruckRec ELD

Simply plug TruckRec ELD into the diagnostic port socket, which is called OBD II, of your vehicle. TruckRec ELDs has three models as follows:

Model No.: H100

Type: Network



Model No.: T401

Type: Network



Model No.: 161B

Type: Bluetooth



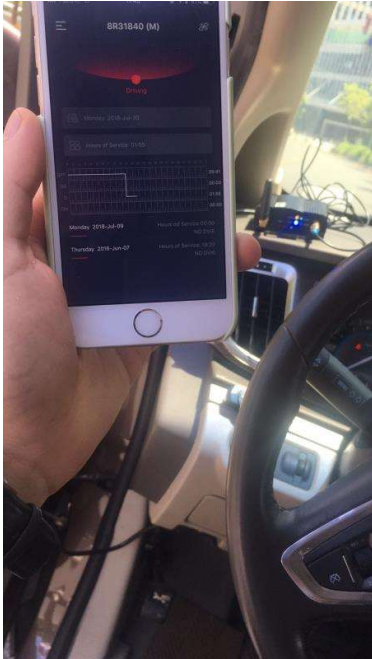
The two models of the Network type connect with server direct through mobile network while the model of the Bluetooth type connects with the server through Bluetooth to your mobile phone and then through the phone's mobile network. You need to input the model type of your ELD when using TruckRec App. Please contact your company's Administrator if you do not recognize the model type of ELD.

(3) ELD in Operation

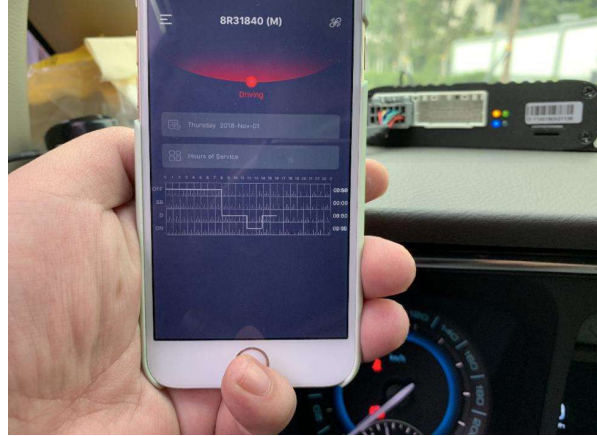
Log into TruckRec App which links up with the ELD. After the engine of your vehicle starts, the ELD is in operation. When the ELD works properly, you can see certain lights on the ELD are on.

If you are using an ELD with the Network type, you can see the yellow, green and one of blue lights on the ELD are on as shown below:

Model No.: H100

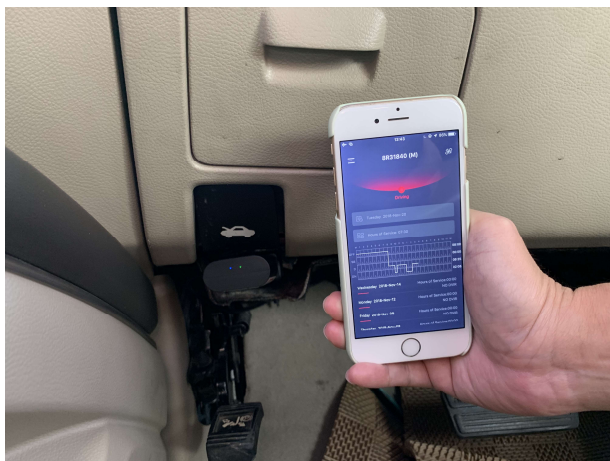


Model No.: T401



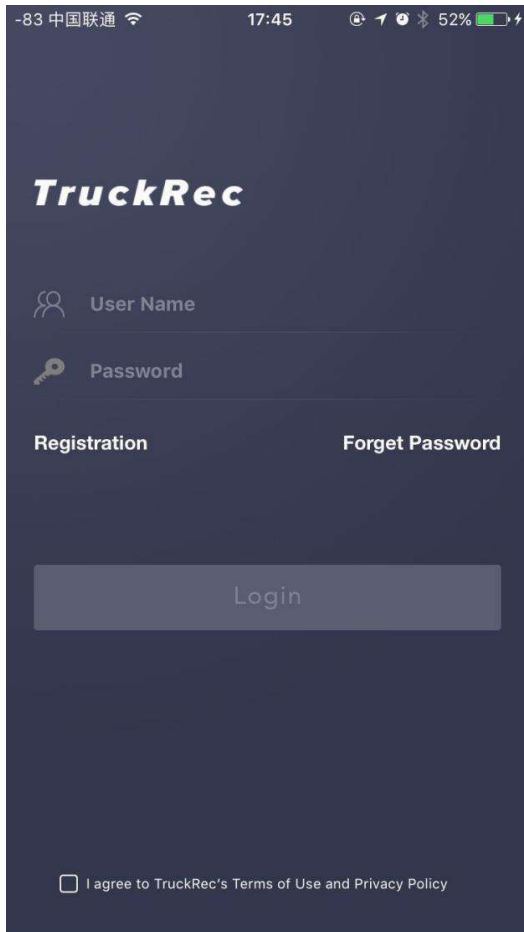
If you are using an ELD with the Bluetooth type, you can see the green and blue lights on the ELD are on as shown below:

Model No.: 161B



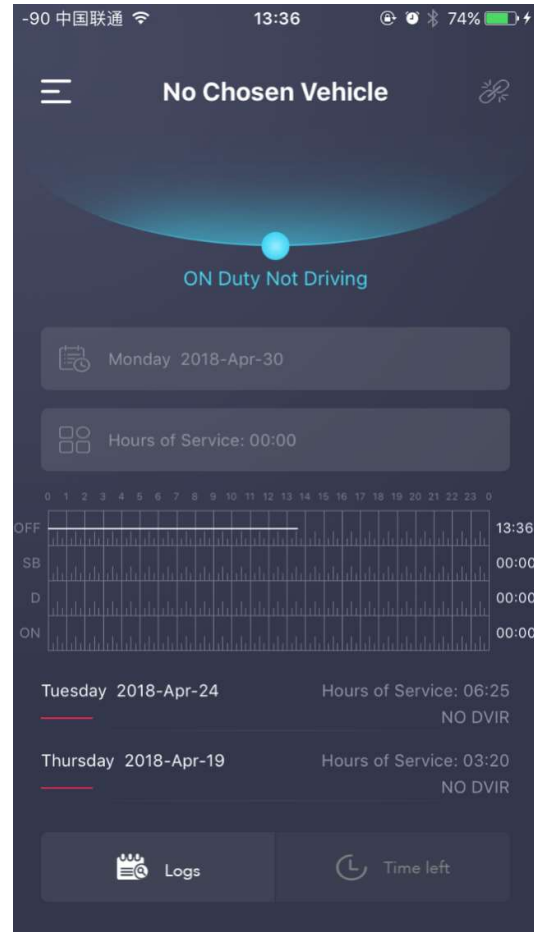
You can start working with the ELD then. The details of the log-in and other functions are described in the following sections.

Log In



The login screen for the TruckRec app. At the top, the status bar shows the carrier code -83, the carrier name 中国联通, the time 17:45, and a battery level of 52%. The app logo "TruckRec" is prominently displayed. Below the logo are two input fields: "User Name" with a person icon and "Password" with a key icon. To the right of the password field are links for "Registration" and "Forget Password". A large "Login" button is centered below the input fields. At the bottom, there is a checkbox labeled "I agree to TruckRec's Terms of Use and Privacy Policy".

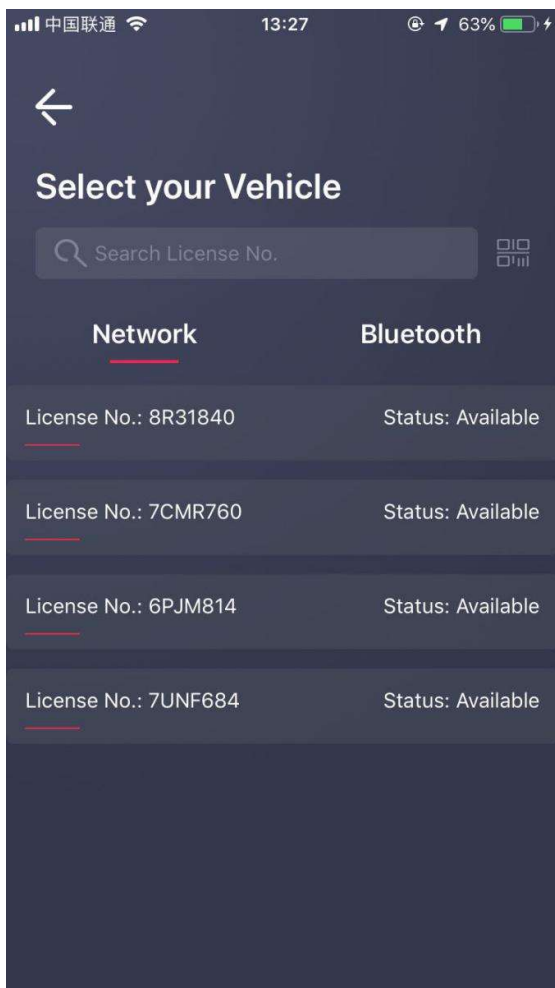
Log in by the User Name and the password given from your company's Administrator. If you forget the User Name and/or the password, please contact the Administrator. Remember to accept the Terms of Use and Privacy Policy.



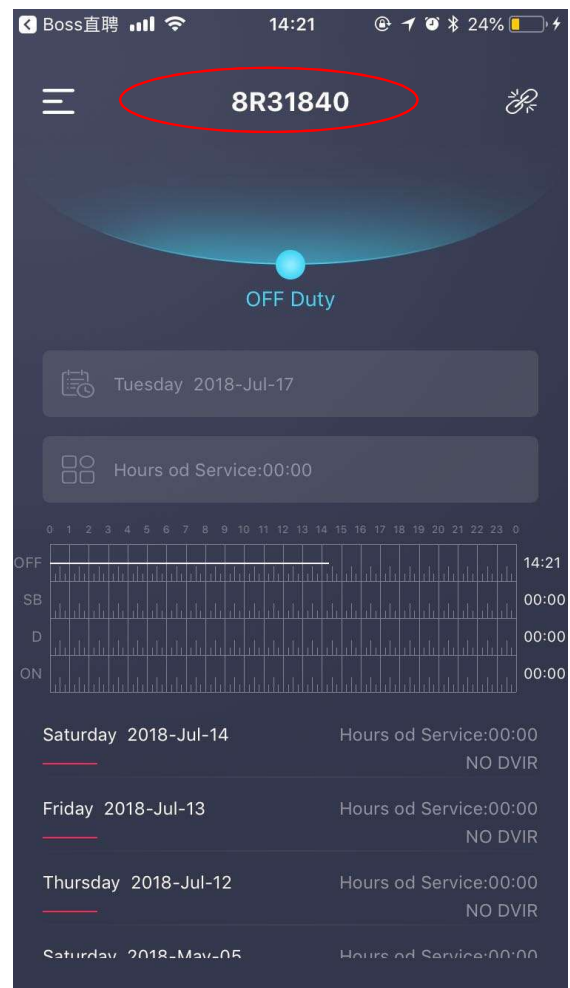
The home screen of the TruckRec app after logging in. The status bar shows the carrier code -90, the carrier name 中国联通, the time 13:36, and a battery level of 74%. The screen title is "No Chosen Vehicle". A large blue arc with a dot in the center indicates the status "ON Duty Not Driving". Below this, there are two summary cards: "Monday 2018-Apr-30" with a calendar icon and "Hours of Service: 00:00" with a clock icon. A detailed log is shown below, with a grid for the 24 hours of the day (0-23). The log has four rows: OFF, SB, D, and ON. The current time 13:36 is indicated on the right. Below the log, there are two more summary cards: "Tuesday 2018-Apr-24" with "Hours of Service: 06:25" and "NO DVIR", and "Thursday 2018-Apr-19" with "Hours of Service: 03:20" and "NO DVIR". At the bottom, there are two buttons: "Logs" with a calendar icon and "Time left" with a clock icon.

After logging in, you will go into the Home page. Click "No Chosen Vehicle" to go to select your vehicle.

Link Up With Your Vehicle

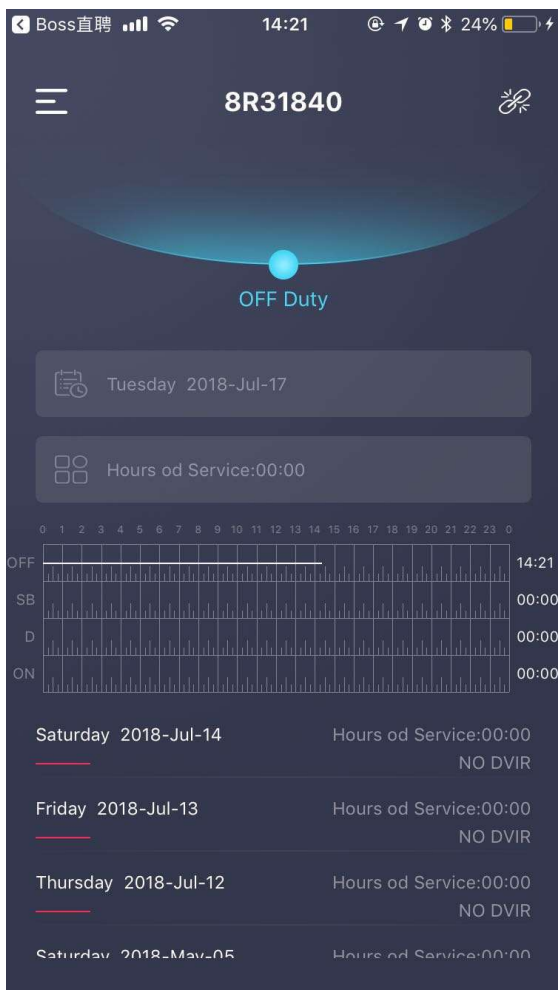


Firstly, select the correct ELD type which is either “Network” or “Bluetooth” by clicking the word. A red line thereunder is shown when selected. Select then the vehicle you will drive then. If the vehicle is not on the list or is linked up with another driver, please contact the Administrator.



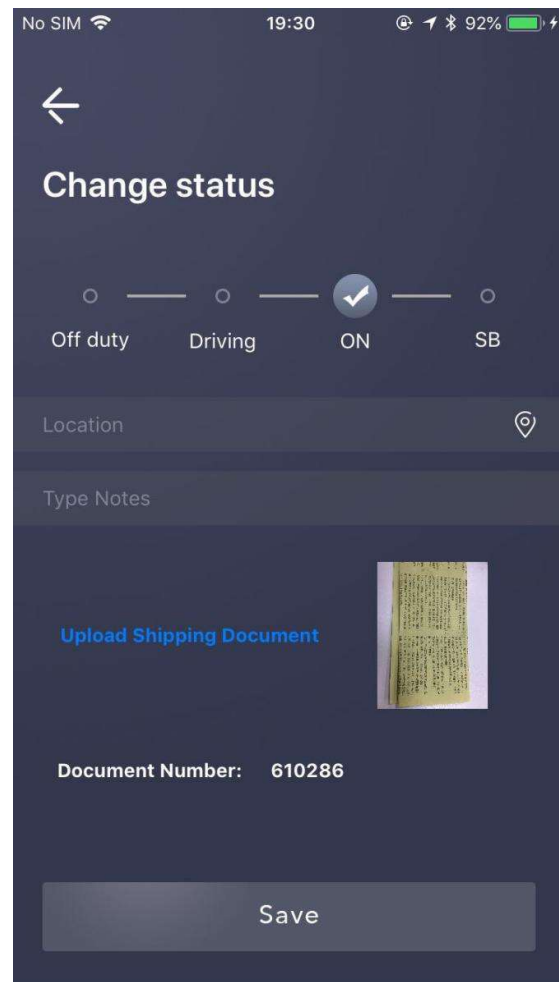
The license number of the selected vehicle is shown on top of the Home page (marked by a red circle here). The system starts to record automatically your Hours of Service and Duty Status.

Record / Change Duty Status



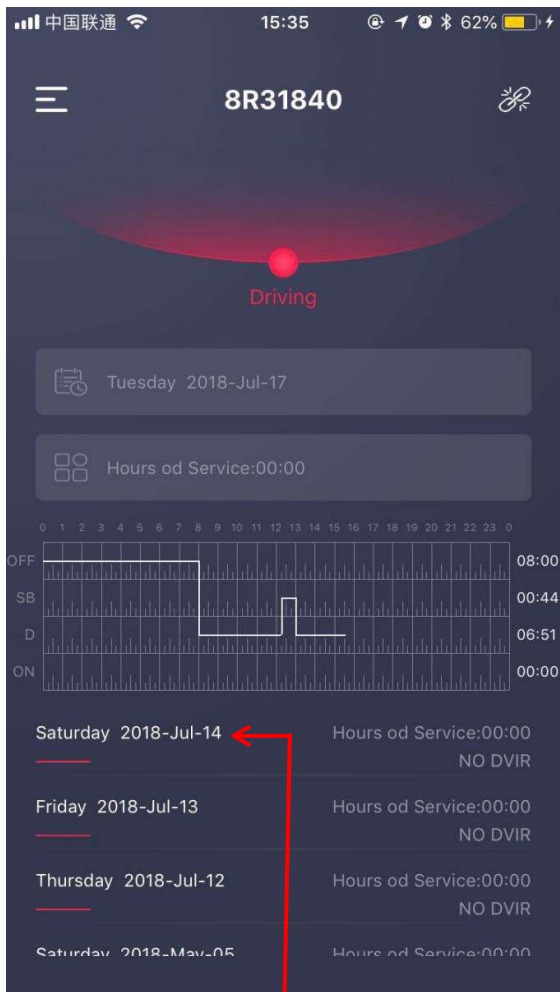
Click the shaded area above the Duty Status when you need to input manually the Duty Status in the situation as allowed per ELD mandate, including Authorized Personal Use, Yard Moves or clearing of either one of them.

The color of the shaded area varies as the Duty Status varies. You can see in the next page it changes to red when the Duty Status is "Driving".

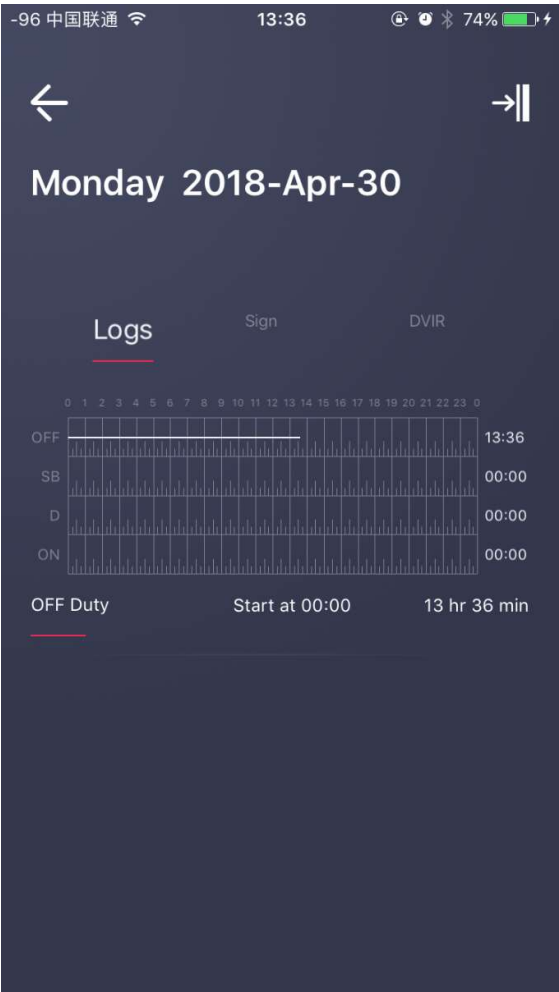


Change the Duty Status as per real situation. Input location, make notes or upload the shipping document (JPG, JPEG or PNG format) when necessary. Click "Save" to save the record.

View Records

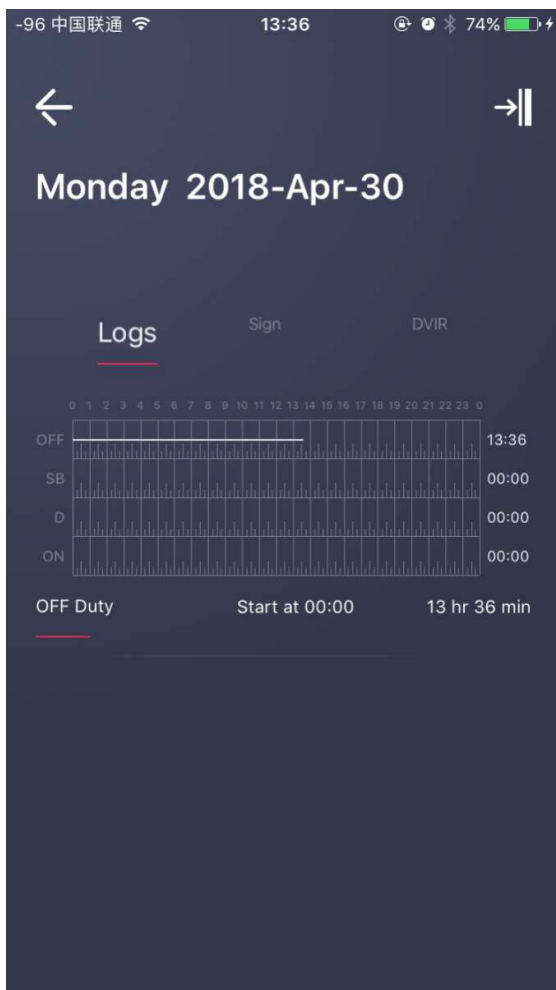


Click the day to view your Record of Duty Status and HOS. You can scroll down to select the day.



You can see 24-hour Duty Status Grid and the details of the data. In addition, there are two other functions namely “Sign” and “DVIR” in this page.

Certify Records



Click “Sign” and you will then go to the page of “Certification of Records”.

Certification of Records

Logs Sign DVIR

Clear

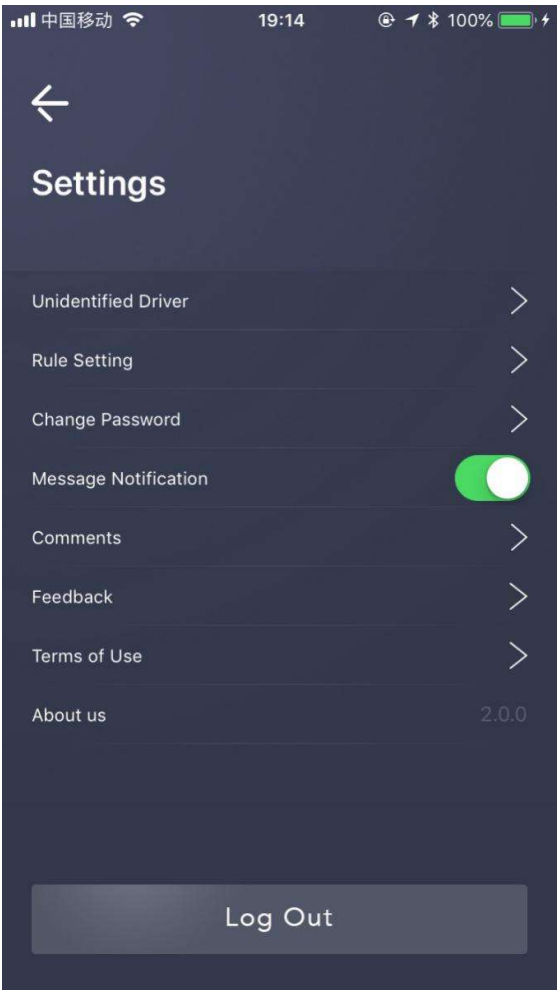
☐ I hereby certify that my data entries and my record of duty status for this 24-hour period are true and correct

Agree

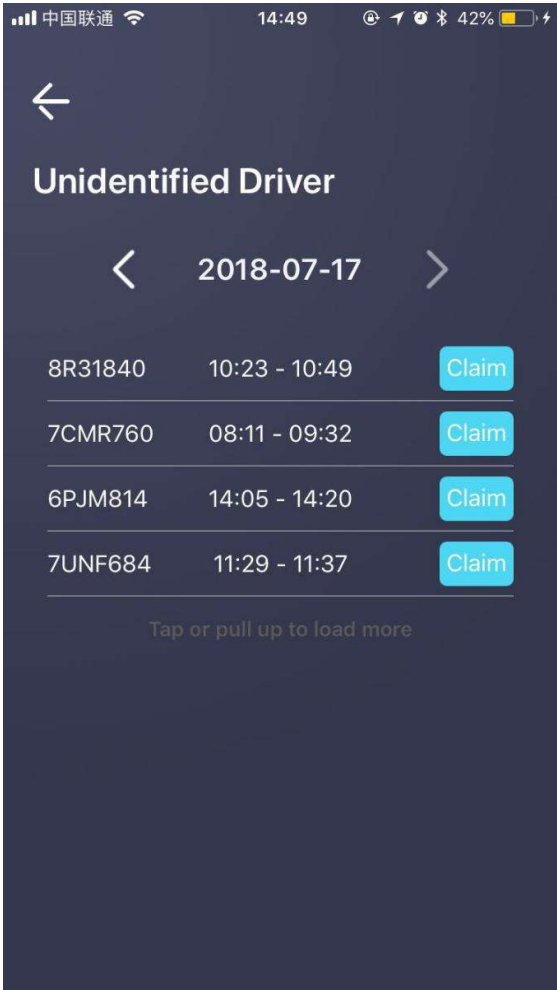
Not ready

Sign on the spaces provided. Clear when necessary. Then click the box to confirm you are certifying the records and click “Agree” to confirm. If you are not ready to certify, click “Not ready” to return. Remember to re-certify after changing data.

Identify and Claim Unidentified Driver Records

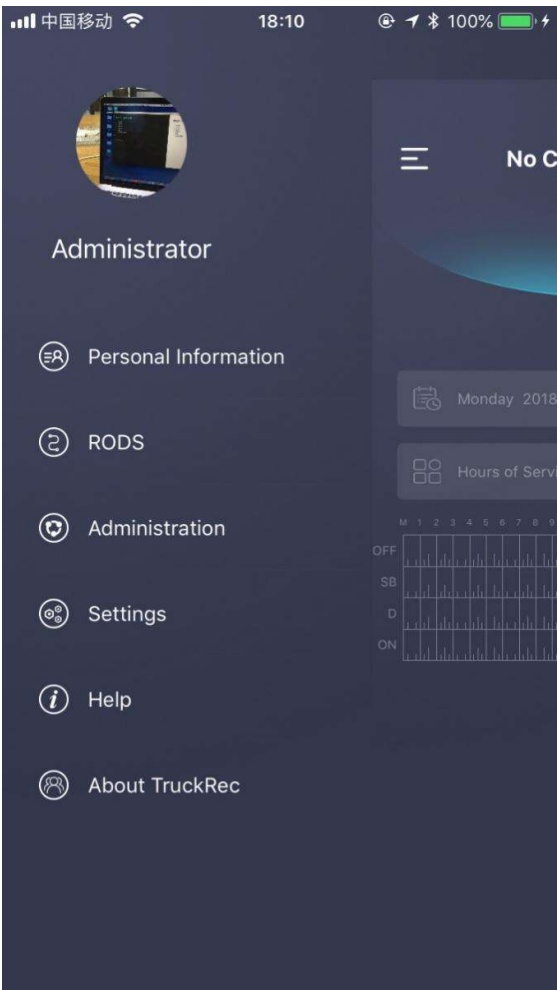


You may sometimes forget logging in before driving and unidentified driver driving data are then recorded in the database. By selecting “Settings” from the left main navigation bar and then clicking the arrow “>” on the right of “Unidentified Driver”, you can identify and claim your own record(s).

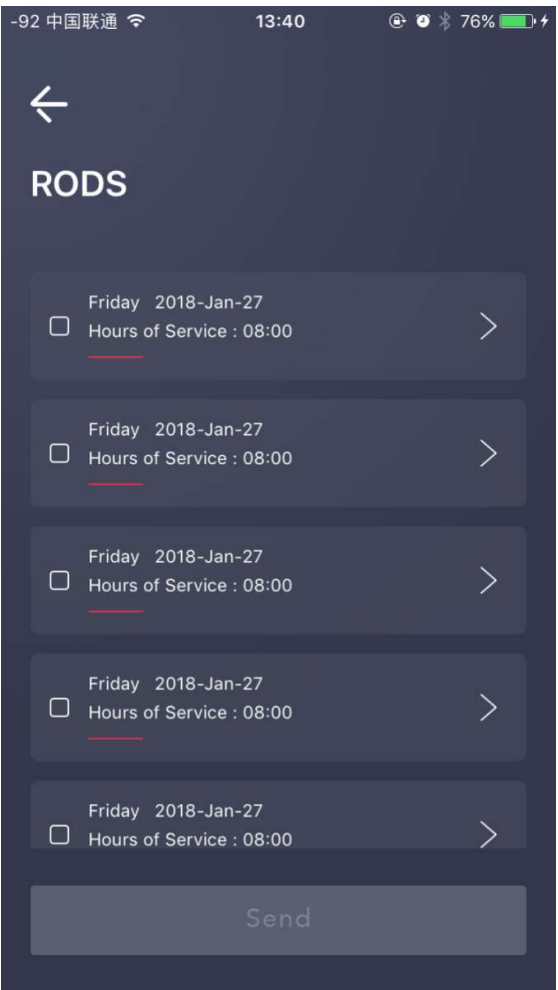


Unidentified driver driving data are listed in this page by date. Select your own record by clicking “Claim” next to the record which is then assigned to your own driver account. As your driving record is changed, remember to re-certify in the page of “Certification of Records”.

Show Logs To Officer / Export RODS (Record of Duty Status)

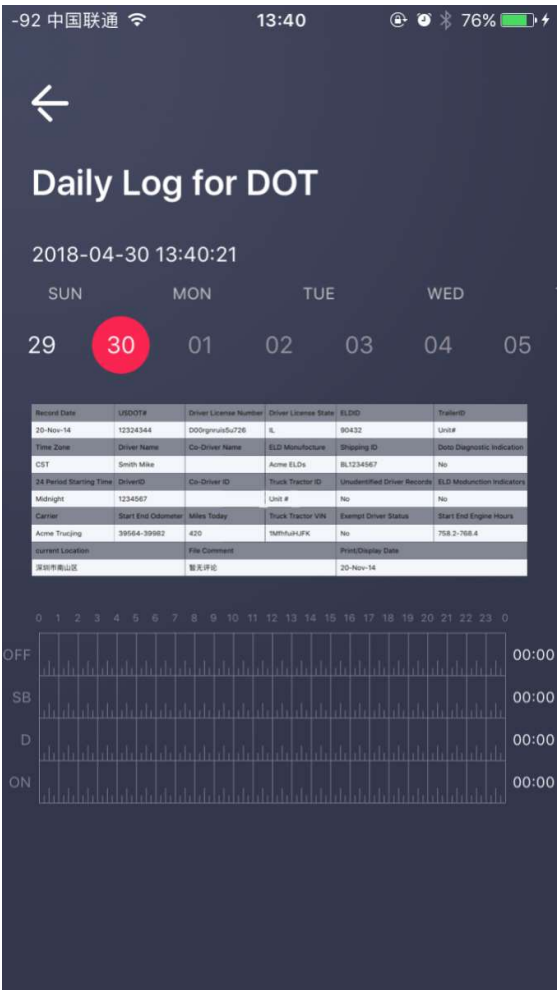


Select “RODS” from the left main navigation bar.



The View and Export functions are in this page. Click the arrow “>” on the right to view the log of the day. Or click the box(es) “☐” on the left to select the log of the day(s) and then click “Send” to initiate the sending process.

Show Logs To Officer / Export RODS (Record of Duty Status) (Cont'd)



After clicking the arrow, the standard daily header together with a full 24-hour Duty Status Grid is to be displayed. You can show it to the officer.

Send Logs

☐ To FMCSA (Web Service)

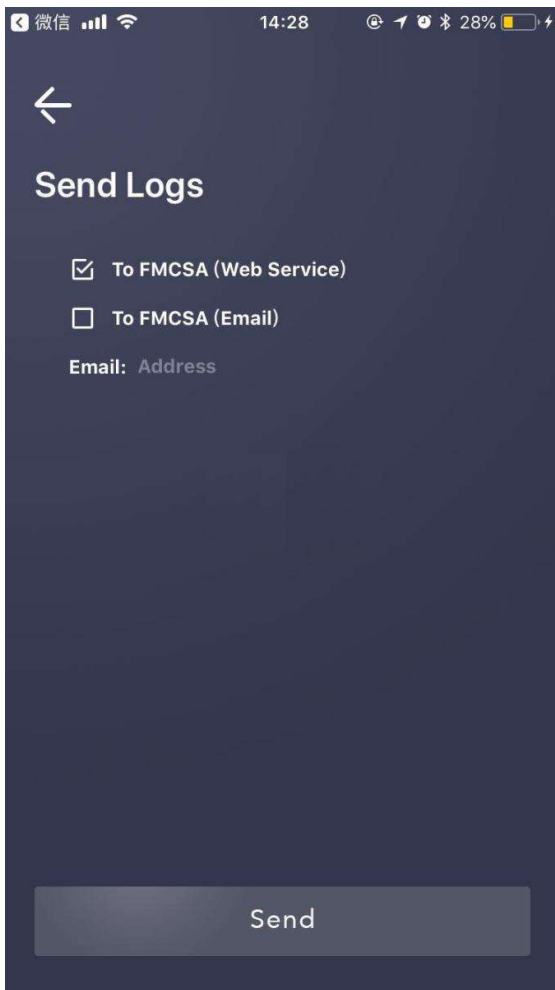
☐ To FMCSA (Email)

Email: Address

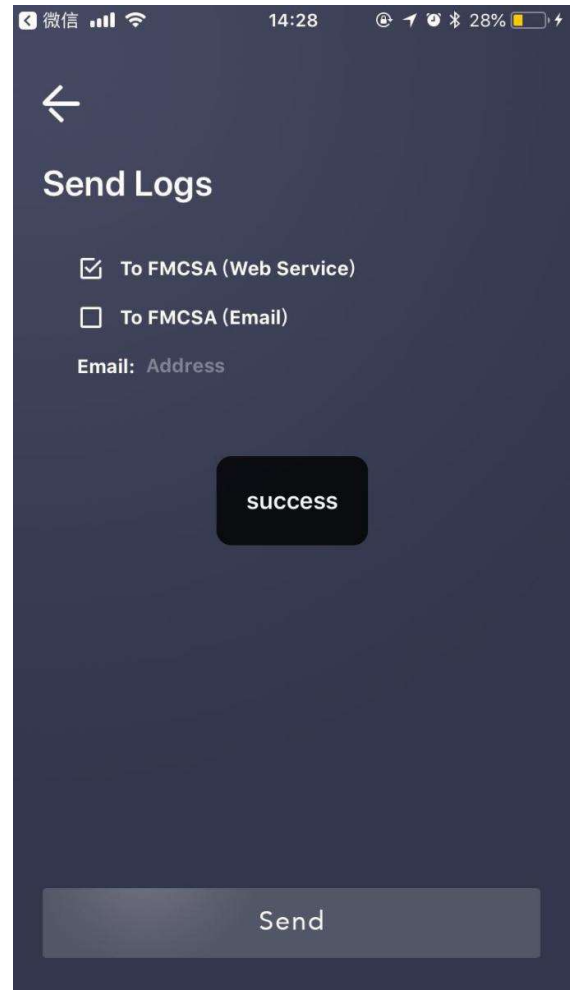
Send

After you click the box for sending log(s) in the last page, you will then go into this page. Select the way to send the logs of the selected day(s) to FMCSA. You can select to send by Web Service or by email by clicking the corresponding box.

Show Logs To Officer / Export RODS (Record of Duty Status) (Cont'd)



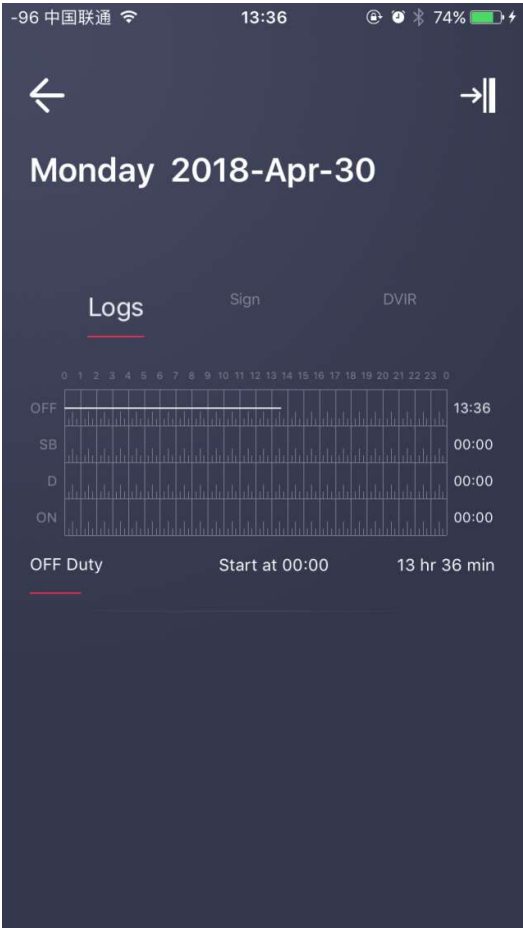
For example, click the box next to “To FMCSA (Web Service)” if you select to send in this way. Click “Send” then.



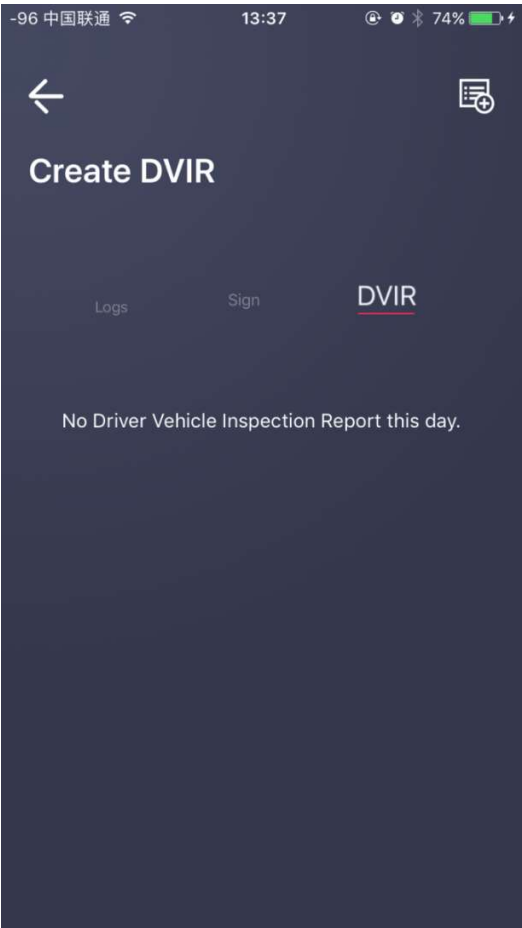
A dialog box of “success” is displayed after the logs are sent.

Note that you can select to send in one way only each time.

View / Create DVIR



Return to the Home page and select the day
Click “DVIR” and you will then go to the page
of “Create DVIR”.



You can see the DVIR on this page. Click the
icon on the top right corner to create DVIR for
the day.

View / Create DVIR (Cont'd)

This screenshot shows the 'New DVIR' form with the 'Basic' tab selected. The form contains several input fields: 'Time' (pre-filled with '2018-Apr-30 13:37'), 'Track Tractor ID', 'Driver Name' (pre-filled with '艾克斯 艾'), 'Company' (pre-filled with 'cesiumai'), and 'Location' (pre-filled with 'input'). A 'Save' button is at the bottom.

Input necessary data. Then Click “Defects Description” in the middle of the page.

This screenshot shows the 'New DVIR' form with the 'Defect Description' tab selected. It features two expandable sections: 'Vehicle Defect Description' and 'Trailer Information', each with a right-pointing arrow. A 'Save' button is at the bottom.

Select either vehicle or trailer as appropriate by clicking the arrow “>” on the right of the item.

View / Create DVIR (Cont'd)

←

Defects Found

Air Compressor

Air Lines

Audio/Visual Equipment Battery

Battery

Belts & Hoses

Body

Brake Accessories

Cleanliness of Interior

Clutch

Done

This is the page for vehicle defects. Click to select the defects found. Scroll down for more items. Click “Done” to finish and go back to the last page.

←

Trailer Defects Description

Trailer No.:

Brake Connections

Brakes

Coupling Devices

Coupling Pin

Doors

Hitch

Landing Gear

Done

This is the page for trailer defects. Click to select the defects found. Scroll down for more items. Click “Done” to finish and go back to the last page.

View / Create DVIR (Cont'd)

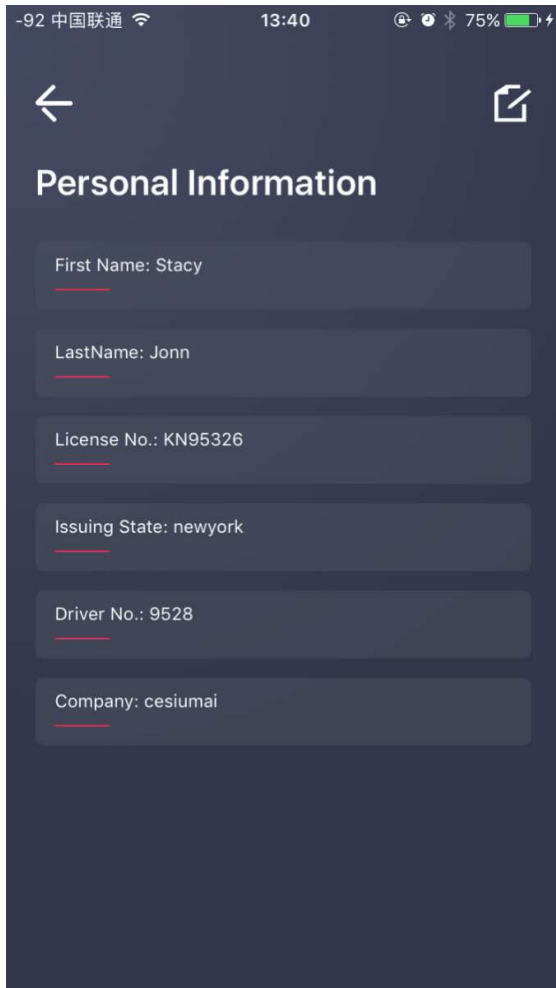
The screenshot shows a mobile application interface for creating a new DVIR. At the top, there is a status bar with the text '-92 中国联通', the time '13:37', and a battery level of '74%'. Below the status bar is a dark blue header with a white back arrow on the left and the title 'New DVIR' in white. Underneath the header, there are three tabs: 'Basic', 'Defect Description', and 'Sign'. The 'Sign' tab is currently selected and highlighted with a red underline. The main content area of the 'Sign' tab is a large, empty rectangular box with a light gray background, intended for the driver's signature. To the right of this box, there is a small, light gray button labeled 'Clear'. At the bottom of the screen, there is a large, light gray button labeled 'Save'.

Please note that drivers of all commercial motor vehicles EXCEPT passenger-carrying ones are NOT required to prepare a DVIR if NO defect or deficiency is discovered by or reported to the driver.

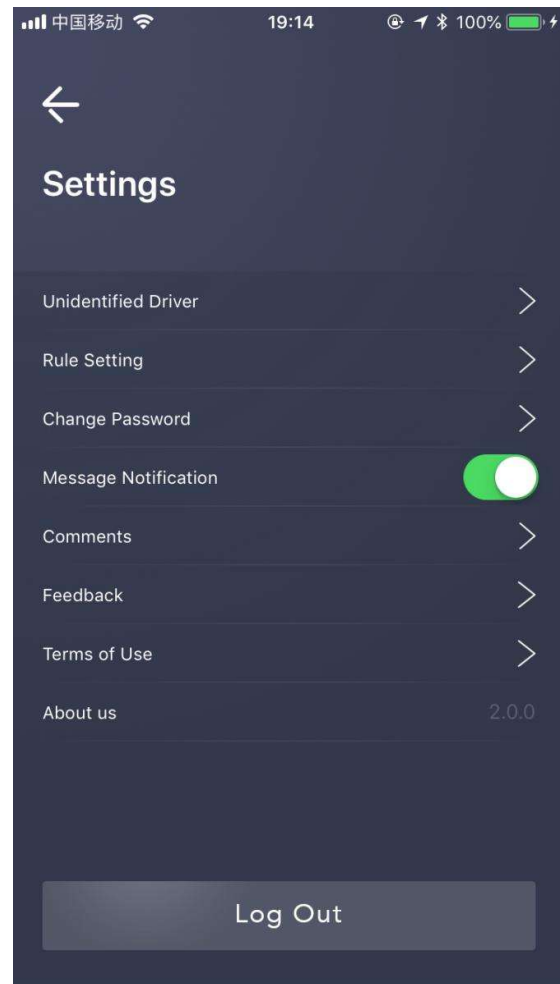
On two-driver operations, only one driver needs to sign this DVIR, provided both drivers agree as to the defects or deficiencies identified.

Sign on the spaces provided. Clear when necessary. Then click "Save" to confirm you are certifying the report for the day.

Other Information



By selecting “Personal Information” from the left main navigation bar, you can view your own information in the system. Ask the Administrator to correct if you find wrong.



By selecting “Settings” from the left main navigation bar, you can view useful system information or change settings. Log out when you switch to another vehicle. Otherwise, it is suggested you keep logging in.

Questions

If you have questions to use the App or this user manual, you may contact your company's Administrator or contact us at TruckRec@cesiumai.com for inquiry.